

State of Nevada State Board of Massage Therapy
Meeting dated February 3, 2006

Board members in attendance at the meeting were:

Deborah Wenig
Reagan Alexander
Billie Shea
Karen Sartell
Michelle Viesselman
Paula Spradling
Linda White

Counsel present was Gina Session Deputy Attorney General

Introductions were performed

Minutes from last meeting were amended and approved

Move to approve Michelle Viesselman

Second minutes Karen Sartell

Item #3

Discussion followed on outside vendors, contractors and others to assist with start up

Concerns that the board members would be unable to take on the amount of work that needed to be done to establish the office and start licensing

Using outside vendors, contractors etc. need to be negotiated through the State of Nevada Purchasing Office by using a Request for Proposal

The board decided to continue to work toward completing as many tasks as possible by board member, and to continue to establish those connections with agencies that will help establish these contracts such as the purchasing office and to continue to analyze the needs and perform assessment of a hierarchy of needs for budgeting and planning.

Conrad Frederickson was introduced as a possible source to use as a temp employee to assist with start up. Conrad has worked for the Veterinary Board and is knowledgeable about board procedures

It was suggested that some of the local agencies would assist with notifying licensees of the new State Board

The board agreed to continue to analyze needs while taking on as many projects as possible with the goal of getting to accepting applications for licensees

The overall consensus of the board was mixed...with a caution to take the time to get things in place

Reminder that the grandfathering clause sundowns on July 1, 2007

Item # 3 will remain an ongoing project to be worked on by all boardmembers as needed

Office location....this item will remain on hold until the board is ready to hire staff etc. Deborah Wenig suggested we obtain a post office box

The State of Nevada will not help out with financial aid for start up. Keith Marcher looked into this and advised the board of the results

Discussion followed on the budget that was passed out to the members in attendance....budget included possible fee structure as well. This item will be discussed at a later date

Michelle Viesselman asked that we change the terminology on the budget to show the 50 dollar fee was an application fee and the 150 could be titled annual fee

Michelle Viesselman asked that we put an agenda item on future agenda to discuss making the renewal period every other year and forego some of the expense of a large office staff to manage annual renewals

Questions pertaining to fees and the board being able to raise or lower fees as needed. Discussion followed

Application was discussed at length. The following are some of the suggestions that the board asked to be put into the application....

Can the licensee work to the full scope of the practice

Section 56.2.c.1 & 2

Questions....

1. I certify that I have not had any disciplinary proceedings
2. I have not been arrested for any crime involving violence or prostitution

Subsection 3 if a background check has not been done previously, the licensee must submit to an FBI criminal background check

Number of years in practice

Previous address

Photo id

Business address

Notify the board of change of address

Photo needs to accompany the application

Cover sheet needs to give clear instructions of what is needed to accompany the application

Discussion to establish a bank account....Business Bank of Nevada is the bank the board chose

\$4,700.56 to go into the bank account from the AMTA Nevada Chapter

Signers on the account Billie Shea and Karen Sartell

Content and progress of development of the website

<http://massagetherapy.nv.gov>

Karen and Billie will work together on the website to make sure Q&A's and other stuff for the website

FAQ's need to go thru Keith first before going onto the website

Paula Spradling suggested we help to do fundraising from schools and other entities who would be willing to help the massage board to establish start up funds.

Gina Session says we can do fundraising by allowing schools etc to help raise money to get the board up and running

Public comments:

Jacquelyn Cobb

Regards to the budget and trying to decide on fees that we will be charging...we are taking the full budget and deciding how much to charge for grandfathering.....

When you decide how much to charge, put into the equation what other fees we have to pay.

Nevada state tax 100

Reno city 60

Totaling 360 a year for massage therapists to pay and that seems a bit high

No public comments from LV

Kim Malfa LMT Reno....what are we doing for a practical exam

Database? Where do we get the database information

Roberta Nittler LMT in Reno

Agenda for next meeting

Jot down any business that needs to be addressed

Section 12...

Discuss items in section 12

Adopt a seal

Section 14 the board shall adopt regulations to carry out the chapter

Establish requirements for continuing ed

Etc

Section 19.8.c written examination

Section 25 Fees

Gina suggests making regs a standing agenda item

Employees are considered state employees and have benefits and retirement through PERS

Public member to apply to the Governors office and express interest in the position

The Board decided to wait to elect a new chair when the board is fully appointed ...

Assistance to help with technical assistance.

Agenda items...

Design of the license Michelle Viesselman

FAQ's Karen Sartell

Budget Billie Shea

Financial Reports Billie Shea

Continuing education Michelle Viesselman

Application Deborah Wenig and Reagan Alexander

Fees Billie Shea

Cover Letter for application not started yet

Regulations Karen Sartell

Database Billie Shea

Fundraising Paula Spradling

Future agenda items

Task lists and completion record

Secretary / Treasurer do we want to separate these two positions
Have the AG's office review whether we can separate or not